

## SPONSORS

Eligible sponsors include: any public or private nonprofit school food authority; public or private nonprofit residential summer camp; a unit of local, municipal, county, tribal, or state government; a public or private nonprofit college or university currently participating in the National Youth Sports Program; or a private nonprofit organization.

A food service program can be planned as part of an established recreation program, summer school session, or other planned activities. Programs may also be set up as independent food service sites.

## SITES

Meal service may take place at one or more sites under the responsibility of the sponsor. Many types of sites are suitable for summer feeding, such as recreation centers, schools, churches, community centers, and facilities serving migrant children.

## PARTICIPANTS

Eligible participants include children from birth through 18 years of age. Some people over 18 with disabilities may also be eligible to participate. Participating sites must serve all children regardless of race, color, national origin, age, gender, religion or disability.

## RECORDKEEPING

Records of expenses must be itemized and maintained on file for review. Production and menu records for all meals and inventory records of foods used in SFSP must be maintained by the food service.

Claims for reimbursement are based on the number of children fed. Sponsors receive the meals times rate formula. Claims are due on the 10th of the month following the month meals were served. Accurate records must be kept.

## ASSISTANCE

2008 program reimbursement rates will be the same as below or higher (at the time of printing the 2008 rates have not been released yet):

Breakfast	\$1.6600
Lunch/Supper	2.9150
Supplement	.6650

Advance funding is available for those sponsors who need assistance getting started. The amount of the advance will be deducted from future reimbursements.

Camps will receive reimbursement only for meals served to individual children determined eligible, upon review of their application, for free meal benefits.

For all other SFSP sites, when at least fifty percent (50%) of the children served meet eligibility criteria, the site is considered eligible and all participating children are to be served free.

Eligibility for children who are members of a household receiving food stamps, TANIF, or commodities on reservations is based on their categorical status. Eligibility for all other children is based on the following income scale.



## INCOME SCALE

Family Size	Yearly Income
1*	\$18,889
2	25,327
3	31,765
4	38,203
5	44,641
6	51,079
7	57,517
8	63,955

Each additional family member add \$6,438

\*A family of one is a child living alone or a foster child.

## ADMINISTRATIVE WORKSHOPS

An administrative workshop for training and technical assistance regarding completion of applications and financial records will be held as indicated below. In order to participate in the Summer Food Service Program, the people responsible for Administration of the program **must** attend this workshop.

An application will be mailed prior to the workshop so that you can begin to work on it. Bring the application, a calculator, and any questions you might have. If you have a SFSP notebook, bring it also. If you do not have a notebook, it would be a good idea to begin one for the materials you will receive with your application and the materials received at the workshop.

The workshops will be held at the Pierre School District Administration Building, 211 S Poplar Avenue, Pierre, and will run from 8:30 AM to 4:30 PM (Central Time) on:

**March 26<sup>th</sup>** for new sponsors of open and enrolled sites

The DDN Sessions will be held **March 10<sup>th</sup>** from 1:00 PM – 1:45 PM (Central Time) for Seamless Summer participants and 2:00 PM – 4:00 PM (Central Time) for other experienced sponsors.

Please see the letter to determine which session to attend.

## MEAL PATTERN REQUIREMENTS

### BREAKFAST

½ pint	Milk
½ cup	Fruit
1 serving	Grain/Bread

### LUNCH/SUPPER

½ pint	Milk
¾ cup	Fruit/Vegetable (2 kinds)
1 serving	Grain/Bread
2 ounces	Meat/Meat alternate

### SUPPLEMENTAL FOOD

Supplemental food shall contain any two of the following four components:

1/2 pint	Milk
6 ounces or ¾ cup	Fruit/Vegetable juice or Fruit/Vegetable
1 serving	Grain/Bread
1 ounce	Meat/Meat alternate

Smaller portions may be approved for children 5 and under. Larger portions may be needed to satisfy older children.

All children must receive all components of the meal.

All meals must be served as a unit and must be eaten at the site.

Camps and sites that primarily serve migrant children may only claim three meals daily. All other sites may serve either one meal each day

(a breakfast, lunch, or a supplement) or two meals each day if one is a lunch and the other is a breakfast or supplement.



### OPERATION WORKSHOPS

Operational Workshops will be offered. These workshops are for training the personnel responsible for meal preparation and service, sanitation, meal supervision, approving applications for free meals, meal counts, and the claim. While attendance is not mandatory, sponsors are strongly encouraged to have their personnel selected so that they can attend one of these workshops. If personnel do not attend state agency conducted workshops, all training will be the responsibility of the sponsor.

These workshops will be held in May. The dates, locations, etc., will be announced at the administrative workshops.

**\*\* Please see the enclosed information for handicapped accessibility information.**



*In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age or disability.*

*To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, or call (800) 795-3272 (voice) or (202) 720-6382 (TTY). USDA is an equal opportunity provider and employer.*

## SUMMER FOOD SERVICE PROGRAM



## FOR CHILDREN 2008

The goal of the Summer Food Service Program (SFSP) is to ensure that children are able to receive the same high quality meals during school vacation as during the school year.

The SFSP is a 100% federally funded program administered by the South Dakota Department of Education and Cultural Affairs. In 2007, the federal government provided approximately \$575,369 in payments to support the SFSP.

FOR MORE INFORMATION CALL (605) 773-3413.

